



Winnebago County

# Health Department

**Minutes of the  
Winnebago County Board of Health  
Tuesday, July 16, 2019 at 6:30 p.m., 555 North Court Street  
Winnebago County Health Department**

**Present:** Angie Goral, Ronald Gottschalk, Dr. John Halversen, Dr. David Helland, Dr. Steven Lidvall, Robert McCreath, Jaymie Nelson, James Powers, and Dr. Allen Williams

**Absent:** Luci Hoover, Dr. Patricia Lewis, Jonathon Logemann

**Staff Present:** Cynthia Hall, James Keeler, Todd Kisner, Peter Lopatin, Todd Marshall, and Dr. Sandra Martell (recorder)

**Attorney:** Charlotte LeClercq

**WCHD Support Staff:** None

President Dr. Allen Williams called the meeting to order at 6:33 pm.

**Introduction of Guest/Public Participation:** Titus Hao introduced himself. He is a Medical Student at the University Of Illinois College Of Medicine at Rockford enrolled in a combined executive leadership and physician program. He has been shadowing Dr. Martell over the past several weeks. Board members introduced themselves including their professions and length of service on the Board of Health.

**Setting the Agenda:** Dr. Allen Williams asked for a motion to set the agenda or amend. Dr. John Halversen made a motion to set the agenda. Dr. David Helland seconded the motion. With that, all members voted aye in favor, motion carried.

**Approval of Minutes:** Dr. Allen Williams asked for a motion to amend or approve the minutes. Dr. Steven Lidvall moved to approve the minutes from June 18, 2019. Dr. John Halversen seconded the motion. With that, all members voted aye in favor, motion carried.

**Presentation:** Dr. Martell provided a Power Point presentation *Community Health Assessment – A Regional Approach*. Winnebago County Health Department is in the process of working with community partners to conduct a community health assessment for the region. Partners include Rockford Regional Health Council, Transform Rockford, R1 Regional Planning, MercyHealth, SwedishAmerican Health System, OSF Health, and University of Illinois College of Medicine Health Policy and Social Sciences Research. An agreement for funding the University of Illinois work on the community status assessment

will be considered later in the Finance Committee by the Board of Health

**President's Report:** None

**Winnebago County Health Department Highlights:**

The following program areas were highlighted for the month of June 2019. Please see the Board of Health Report for the complete report.

- Domain 1: West Nile Virus surveillance and prevention efforts including larviciding and tire drive. The current hot, dry weather presents conditions that amplify West Nile Virus in the community. Shiga-Toxin *E. coli* 0157 (STEC) – all food staff have tested negative and the food establishment has submitted all of its HACCP and policies as required. Food establishment has been exceptionally cooperative throughout the lengthy investigation process. There have been no new cases of STEC since June 4, 2019.
- Domain 3: Board of Health members are encouraged to endorse the Winnebago County Health Department through the Next Door App for their neighborhood. This app was used to outreach to inform the community of the Tire Drive and will be used for other activities.
- Domain 5: An update was provided on the Strategic Work groups and their associated initiatives.

**EXECUTIVE COMMITTEE - No Meeting**

**FINANCE COMMITTEE ..... July 10, 2019**

Jaymie Nelson chaired this part of the meeting.

**1. Approval of the Minutes**

Jaymie Nelson asked for a motion to approve the minutes. Dr. Steven Lidvall moved and Dr. John Halversen seconded the approval of the July 10 Finance Committee minutes. With that, all members voted aye in favor, motion carried.

**2. Approval of the June 2019 Health Fund Expenditure**

Jaymie Nelson asked for a motion to approve the health fund expenditure for May. Dr. Steven Lidvall moved and Dr. John Halversen seconded to approve the health fund expenditure for the month of June 2019 in the amount of \$747,352.39. With that, all members voted aye, motion carried.

**3. Financial Review**

Jaymie Nelson provided an overview of the financial documents for the month of June. Finance Director James Keeler clarified that expenses were up for the month of June due to year-end grant spending. He expects that revenues will be up as they resume focus on billing.

**4. Budget Amendment: None**

**5. Approval of Major Expenditure Requests**

<b>Vendor/Contractor</b>	<b>Services/Item</b>	<b>Amount</b>	<b>Motioned/Seconded</b>	<b>Approved</b>
IDPH	Death Certificate Filing Fees	\$ 6,264.00	Dr. John Halversen/Dr. Steven Lidvall	All voted in favor, motion carried.
Pat Brandon APN	Contractual	\$ 3,760.00	Dr. Steven Lidvall / Dr. David Helland	All voted in favor, motion carried.

**6. Proposed Contracts/ Agreements**

<b>Vendor/Contractor</b>	<b>Services/Item</b>	<b>Amount</b>	<b>Motioned/Seconded</b>	<b>Approved</b>
Illinois Children's Mental Health Partnership	MOU – Consultation to WCHD staff working with infants/children	N/A	Dr. Steven Lidvall / James Powers & Angie Goral	All voted in favor, motion carried.
Illinois Department of Public Health Data Use Agreement	Agreement to use birth certificate data for public health analysis	N/A	Dr. Steven Lidvall/Dr. David Helland	All voted in favor, motion carried.
DeKalb County Health Department	Ryan White Case Management Services	\$116,000.00	Dr. David Helland/Dr. Steven Lidvall	All voted in favor, motion carried.
Project of the Quad Cities	Ryan White Case Management Services	\$393,146.23	James Powers/Dr. David Helland	All voted in favor, motion carried.
Whiteside County Health Department	Ryan White Case Management Services	\$94,500.00	Dr. David Helland/Dr. Steven Lidvall	All voted in favor, motion carried.
University of Illinois College of Medicine at Rockford Health Policy and Social Sciences Research	IPLAN 2025 – Community Analysis (Community Health Status Assessment) and Community Survey (Themes and Strengths)	\$36,585.00	Dr. David Helland/Dr. Steven Lidvall	All voted in favor, motion carried.

**7. Grants Received through June 30, 2019**

<b>Grant</b>	<b>Amount</b>	<b>Motioned/Seconded</b>	<b>Approved</b>
Local Health Department Opioid Overdose Surveillance and Response	\$60,000.00	Dr. Steven Lidvall/Dr. David Helland	All voted in favor, motion carried.
Illinois State Opioid Response	\$300,000.00	Dr. John Halversen/James Powers	All voted in favor, motion carried.

**8. Accounts Receivable through June 30, 2019**

James Keeler reviewed the accounts receivable with the Board of Health.

**POLICY COMMITTEE..... No Meeting**

**PERSONNEL COMMITTEE..... No Meeting**

**QUALITY COMMITTEE ..... No meeting**

Next Quality Committee meeting is scheduled for August 20, 2019 at 5:30 pm immediately prior to the Board of Health Meeting.

**NEW BUSINESS / OTHER MATTERS: None**

**ADDITIONS: None**

**Executive Closed Session**

An Executive Session was needed to discuss matters related to personnel issues at approximately 7:35 p.m. in accordance with the Open Meeting Act Chapter 5 ILCS 120/2 (c) (1). Dr. Allen Williams moved to go into a closed session and a roll call was taken with all members voting aye in favor, motion carried. The Executive Session ended at 7:45 pm. Ronald Gottschalk moved and Dr. Steven Lidvall seconded to come out of Executive Session. All members voted aye in favor of motion, motion carried.

No action was taken.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at approximately 7:48 p.m. with a motion by Dr. David Helland and seconded by James Powers. With that, all members voted in favor, motion carried.

Approved by the Board of Health 8-20-19  
Date



Dr. Steven Lidvall Secretary  
Winnebago County Board of Health